

Compton Parish Council

Minutes of the Parish Council Meeting

Held on Monday 13th May at 7:00pm in the Wilkins Centre, Compton

Councillors present: Councillors David Aldis (Chair), Mark Birtwistle, Patricia Burnett, Peter McGeehin, Linda Moss, Michael Pinfold, Rebecca Pinfold, Alison Strong and Ian Tong.

Councillors not present: None.

In attendance: Sarah Marshman (Clerk).
6 members of the public.

- 19/20-001** | **To consider the election of Chairman of the Council for 2019/20 and to receive the signed declaration of acceptance of office**
It was resolved to elect David Aldis. DA completed the declaration of acceptance of office.
- 19/20-002** | **To consider the election of Vice-Chairman of the Council for 2019/20 and to receive the signed declaration of acceptance of office**
It was resolved to elect Mark Birtwistle. MB signed the declaration of acceptance of office.
- 19/20-003** | **To receive apologies for absence**
There were none.
- 19/20-004** | **To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation**
PM submitted a request for dispensation to speak and vote on traffic calming. The Council resolved to grant a dispensation to PM regarding traffic calming for a period of one year.
- 19/20-005** | **To receive: Questions or comments from members of the public**
Representations from any member who has declared a personal interest
There were none.
- 19/20-006** | **To approve the minutes of the Parish Council Meeting held on 24th April 2019**
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman.
- 19/20-007** | **To discuss any matters arising from the minutes of the Council Meeting on 24th April 2019**
There were none.
- 19/20-008** | **To receive a report from our District Councillor**
The newly elected District Councillor, Carolyne Culver, sent her apologies.

- 19/20-009** | In accordance with Standing Order 1a, the Chairman varied the order of the agenda.
- 19/20-010** | **To receive a presentation on the proposal for a Community Interest Company in relation to the proposed development of the Pirbright site**
A presentation was given regarding the proposal.
- 19/20-011** | **Committees:**
- a) To review the terms of reference and delegation arrangements for any committees**
The terms of reference for the Planning Committee and the Personnel Committee were reviewed. It was resolved to continue with these terms of reference.
- b) To appoint members to existing committees**
It was resolved to appoint the following Councillors to the Planning Committee: David Aldis, Mark Birtwistle, Patricia Burnett, Linda Moss, Michael Pinfold, Rebecca Pinfold and Alison Strong.
It was resolved to appoint the following Councillors to the Personnel Committee: David Aldis, Mark Birtwistle and Ian Tong.
- c) To appoint any new committees in accordance with standing order 4**
It was resolved not to appoint any new committees.
- 19/20-012** | **To review delegation arrangements for staff and other local authorities**
It was resolved to continue with the current delegation arrangements, with a view to reviewing the arrangements as soon as possible.
- 19/20-013** | **To review the inventory of land and assets including buildings and office equipment**
It was resolved to adopt the 2018/19 assets register.
- 19/20-014** | **To confirm the arrangements for insurance cover in respect of all insured risks**
The insurance cover was reviewed, and it was resolved that the council would continue with the current arrangements.
PM will complete a risk assessment for his role of Flood Warden as per the requirements of the insurance company.
- 19/20-015** | **Policies:**
- a) To review the standing orders**
It was resolved to continue with the current standing orders.
- b) To review the financial regulations**
It was resolved to continue with the current financial regulations.
- c) To review the complaints procedure**
It was resolved to continue with the current complaints procedure.
- d) To review the procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998**
It was resolved to continue with the current procedures for handling request made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
- e) To review the policy for dealing with the press/media**
It was resolved to continue with the current media policy.
- f) To review and consider the grant policy**
It was resolved to continue with the current grants policy.
- g) To review the document retention policy**
It was resolved to continue with the current document retention policy.

- h) To consider adopting a social media policy**
This was deferred to the next meeting.
- 19/20-016 To review the council's and/or staff subscriptions to other bodies**
It was resolved to continue with the current subscriptions to BALC/NALC, SLCC, CCB and CPRE.
- 19/20-017 To review the direct debits approved by the Council**
It was resolved to continue with the current direct debits to Castle Water, Information Commissioner's Office, SSE and Vodafone.
- 19/20-018 To consider the risk assessment for 2019/20**
Some alterations were made to the risk assessment. It was resolved to adopt the revised risk assessment for 2019/20.
- 19/20-019 To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council**
It was resolved to set the following meeting dates:
Full Council meetings:
3rd June, 1st July, 2nd September, 7th October, 4th November, 2nd December 2019
6th January, 3rd February, 2nd March, 6th April 2020
The Annual Parish Meeting will take place on 16th March 2020.
The Annual Meeting of the Parish Council will take place on 11th May 2020
A meeting will be scheduled in August if required.
- 19/20-020 To consider Parish Council areas of responsibility and representation on outside bodies**
It was resolved to appoint the following areas or responsibility and representation:
Allotments: Mark Birtwistle
Electronic documentation: Ian Tong
Flooding: Peter McGeehin
Footpaths: Alison Strong
GDPR: Ian Tong
Internal controller: Ian Tong
Neighbourhood Action Group/Police Liaison: Linda Moss
Neighbourhood Development Plan: David Aldis, Peter McGeehin
Parish Assets and Management Working Party: Mark Birtwistle, Peter McGeehin, Rebecca Pinfold and Alison Strong.
Patient Representation group representative: Patricia Burnett, Alison Strong
Play area inspections: Rebecca Pinfold
Recreation Ground: Michael Pinfold
Social media: Rebecca Pinfold
Sovereign Housing Association Liaison: Patricia Burnett
Village Hall representative: Ian Tong

The Chairman thanked MP for his past service as the Village Hall Representative.
- 19/20-021 To receive the Clerk's report**
The Clerk noted she would be attending an SLCC training course on Health, Safety and Wellbeing.

- 19/20-022** | **Planning Applications**
- a) **To review the minutes of any planning committee meeting occurring since the previous Full Council Meeting**
There were none.
 - b) **To consider the following new applications**
There were none.
 - c) **To consider whether to request our District Councillor call in any planning applications to the Western Area Planning Committee**
There were no applications requiring call in.
 - d) **To consider whether to refer any planning applications for further response from our planning consultants**
There were no applications requiring referral.
 - e) **To receive a report on West Berkshire Council recent planning decisions**

App. Ref.	Location	Proposed Work	Response from CPC	Decision
19/00560/ HOUSE	6 Shepherds Mount, Compton, RG20 6QZ	Demolition of existing garage and erection of timber framed annexe for use by family member	Application withdrawn before response could be made	Withdrawn
19/00642/ FULD	Lower Hamilton Stables, Hockham Road, Compton, RG20 6QJ	Section 73: Removal of Condition (6) of approved application 15/00154/FULD: Change of use from redundant stables to a single dwelling.	Object	Approved

- 19/20-023** | **If the report on the consultation for the proposed 20mph speed limit has been received, to consider whether to reaffirm the council's support for traffic calming measures proposed within the report to achieve the 20mph speed limit**
The report has not yet been received so this item was deferred.
- 19/20-024** | **To consider quotes for a skip at Newbury Lane allotments**
It was resolved to accept the quote from Chilton Skips.
- 19/20-025** | **To consider quotes to replace fencing at Newbury Lane allotments**
More quotes are required so this decision was deferred.
- 19/20-026** | **To consider revising the bank mandate**
It was resolved to remove KS from the bank mandate and to add Peter McGeehin, to include online banking.
- 19/20-027** | **To consider whether to allow parking on the land at Gordon Crescent for the Friends of Compton Primary School event in the Recreation Ground on 8th June 2019**
It was resolved that parking should not be allowed on the land at Gordon Crescent, but instead an area of the Recreation Ground could be used provided it was suitably fenced off from the area in which events are taking place.
The Clerk was requested to write to the Friends of Compton Primary School to advise them of the decision, and to also write to the Village Hall Management Committee to advise them of the same arrangements for the Fete.

- 19/20-028** | **To consider installing a plaque on the Churn Railway Bridge to recognise the significance of Churn Camp**
This was deferred.
- 19/20-029** | **To receive an update on vandalism and anti-social behaviour (ASB) in the village**
The PCSO had received a report of fuel being stolen from a vehicle.
Fire hydrant signs have been removed from along School Road. The Clerk will contact Highways.
- 19/20-030** | **To receive reports on the following:**
- a) Recreation Ground**
The Clerk was requested to ascertain when the selective weed control treatment was expected to be carried out.
 - b) Football Pavilion**
A spec of the requirements for the football league had now been received from the football club.
 - f) Patient Representation**
A new path has been laid at the Compton surgery. The new pharmacist has now started at Chieveley.
 - h) Groundwater**
Currently the groundwater is low. The aquifer is approximately 1/3 full (at this time last year it was 2/3 full). PM had walked the watercourse with Stuart Clarke from WBC, who will raise the issues with the High Street culvert with the Environment Agency.
 - i) Burial Ground**
The geophysical survey needs to be sent to West Berkshire Council's planning department.
 - j) Neighbourhood Development Plan**
Some members of the steering group attended a second site visit at the Pirbright Institute.
- 19/20-031** | **To receive the finance report and approve payments made/due**
It was resolved to approve the payments listed on the Finance Report, which is at Attachment 1.
- 19/20-032** | **To receive the correspondence report**
It was noted that the following items of correspondence had been received:
- An email from a member of the public regarding poor parking on Manor Crescent, preventing access to larger vehicles;
 - A Freedom of Information Request from a resident on 5th April and has been responded to;
 - An email highlighting concerns regarding the proposed 20mph speed limit and associated traffic calming features from a resident;
 - An email from the North Wessex Downs Landscape Trust requesting the council make an annual donation of £75 towards their grant pot. The Council noted that this did not meet the criteria given in the grants policy;
 - A letter outlining the plans for VE Day 75 as arranged by the SSAFA (The Armed Forces Charity);
 - Notification the Council will be receiving CIL funds of £9,646.63 relating to 18/01293/FULMAJ Roden Farm from the CIL team at West Berkshire Council;
 - Traffic calming discussion document from Cllr McGeehin.

19/20-033

To discuss matters for future consideration and for information

It was noted that a Councillor had received an email from a resident regarding the bin shelter in Wilson Close that has been filled by residents with bags of waste.

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 3rd June 2019 at 7pm in the Wilkins Centre

Chairman:

Date:

Attachment 1: Finance Report

Status at bank at last bank reconciliation 31st March 2019

Unity Trust	Current Account	£15,757.14
Unity Trust	Deposit Account	£122,022.22
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£132.62
Total		£138,660.48

Income received 15th April - 5th May 2019

Unity Trust	Deposit Account	Interest	£120.23
Unity Trust	Current Account	Precept	£22,925.00
Unity Trust	Current Account	Village Hall loan repayment	£480.00
Unity Trust	Current Account	CIL	£9,646.63
Total			£33,171.86

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
Pockit	24-Apr-19	018	Amazon	Rubber stamp	-	£9.95
Pockit	25-Apr-19	019	St John Ambulance Supplies	First aid kit and accident book	-	£34.00
Pockit	02-May-19	020	Amazon	Dividers	-	£2.12
Total						£46.07

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
DD	18-Apr-19	021	Vodafone	Mobile phone charges		£11.66
DD	23-Apr-19	022	Castle Water	Water at Newbury Lane allotments 1-31 Mar		£30.80
BACS	13-May-19	023	BALC	Subscription 2019/20		£362.75
Total						£405.21

Transfers

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
-	-	-	-	-	-	-
Total						£0.00